



County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
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<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

September 18, 2009

Board of Supervisors
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MARK RIDLEY-THOMAS
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

To: Supervisor Don Knabe, Chairman
Supervisor Gloria Molina
Supervisor Mark Ridley-Thomas
Supervisor Zev Yaroslavsky
Supervisor Michael D. Antonovich

From: William T Fujioka
Chief Executive Officer

A handwritten signature in black ink, appearing to read "WTF", is placed next to the name and title of the sender.

REQUEST FOR EXTENSION OF REPORT ON FEE WAIVER POLICY AND GUIDELINES

On July 14, 2009, your Board instructed the Chief Executive Office, with the assistance of the Auditor-Controller, to review existing policies, guidelines, and costs incurred in granting requests for waiver of fees for the short-term use of County facilities by private groups and organizations and to report back in sixty days on whether any revisions should be made to existing fee waiver policies and guidelines. These private uses are mostly for recreational, cultural, charitable, fund-raising, and educational purposes, and less frequently for religious and holiday observances, and for governmental and public recognition purposes.

In recent days, new and revised fee waiver information has been submitted to this office along with a new and special category of fee waivers involving the use of County-owned and leased facilities for the County's annual charitable giving campaign requiring further review and analysis for inclusion in our report. Accordingly, we are respectfully requesting a two-week extension of the due date for our report to September 30, 2009.

If you have any questions or need additional information, please let me know, or your staff may contact William Dawson at (213) 974-3078 or wdawson@ceo.lacounty.gov.

WTF:DL
WLD:DS:lis

c: Auditor-Controller

ExtensionReq-FeeWaiver

"To Enrich Lives Through Effective And Caring Service"

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